



The Office of Secretary of State

Brian P. Kemp

SECRETARY OF STATE

TO : Masters Who Train Cosmetology and Barber Apprentices

FROM : Georgia State Board of Cosmetology
Georgia State Board of Barbers

DATE : May 24, 2011

RE : Announcement Regarding Cosmetology and Barber Examinations

DL Roope Administrations, Inc. will continue to administer NIC examinations for the Georgia Board of Cosmetology and the Georgia State Board of Barbers through June 30, 2011. If an applicant plans to take the examination prior to July 1, 2011, they need to contact DL Roope at 1-888-375-2020, or visit their website at www.DLRoope.com for application information.

PSI Services LLC (PSI) has been awarded the contract to administer the NIC examinations for the Georgia Board of Cosmetology and the Georgia Board of Barbers beginning July 1, 2011.

PSI uses the following process for administration of the **cosmetology** examinations:

- Theory examinations will be delivered via computer at any PSI examination test center. Applicants will receive results immediately following the examination.
- Practical examinations will be delivered at PSI locations. Applicants will receive results immediately following the examination.
- The examination application to test, including the examination fee, will be sent directly to PSI Services LLC.
- Upon approval of eligibility, applicants will be mailed a confirmation notice containing instructions for scheduling an appointment to take the examination
- If an Applicant fails an examination, they may reschedule as soon as the next day, for example, an applicant who tests unsuccessfully on a Wednesday can call the next day, Thursday, and retest as soon as Friday, depending upon space availability.
- Applicants may schedule for an examination using one of the following methods:
 - Via the Internet 24 hours a day at www.psiexams.com.
 - Using a touch-tone phone, call PSI 24 hours a day at (800) 733-9267.
 - With a PSI registrar at (800) 733-9267, available Monday through Friday, between 7:30 am and 8:00 pm and Saturday, between 11:00 am and 5:00 pm, Eastern Time.

PSI uses the following process for administration of the **barber** examinations:

- Theory examinations will be delivered via computer at any PSI examination test center. Applicants will receive results immediately following the examination.

- Practical examinations will continue to be delivered at two barber schools: Central Georgia Technical School in Macon and Profile Institute of Barber - Styling in Atlanta. Applicants will receive results immediately following the examination.
- The examination application to test, including the examination fee, will be sent directly to PSI Services LLC.
- Upon approval of eligibility, an applicant will be mailed a confirmation notice containing instructions for scheduling an appointment to take the examination
- If an applicant fails an examination, they may reschedule as soon as the next day, for example, an applicant who tests unsuccessfully on a Wednesday can call the next day, Thursday, and retest as soon as Friday, depending upon space availability.
- Applicants may schedule for an examination using one of the following methods:
 - Via the Internet 24 hours a day at www.psiexams.com.
 - Using a touch-tone phone, call PSI 24 hours a day at (800) 733-9267.
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NIC Test Updates

NIC has updated their content outlines for the hair design and master cosmetology written and practical examinations. Attached is a copy of that updated information.

PSI Examination Site Locations:

PSI Atlanta (Written and Cosmetology Practical)

Circle 75 Office Park
1000 Circle 75 Parkway, Suite 720
Atlanta, GA 30339

From I-285 Bypass N, take exit- Exit 51B- toward Chattanooga/Greenville. Merge onto I-285 N. Take the Cobb Pkwy / US-41 exit- Exit 19- toward Dobbins ARB. Turn Left onto Cobb Pkwy SE / US-41 N / GA-3 N. Turn slight right onto Circle 75 Pkwy SE.

From the North of Atlanta (I-75 Southbound) exit onto Cobb Parkway and then turn right onto Circle 75 Parkway.

From I-285 Southbound take exit 20 and stay right to exit onto Cobb Parkway and then go right onto Circle 75 Parkway.

From the Atlanta and South of Atlanta (I-75 N), take exit 259B (this exit is a 270 degree turn). Stay right to exit onto Cobb Parkway.

From 285 Northbound, take exit directly onto Cobb Parkway but at Exit 19 and go left toward Circle 75 and turn right.

You must park on Level P-2 in the parking deck.

PSI Macon (Written and Cosmetology Practical)

3902 Northside Dr, Suite C5
Macon, GA 31210

From the North, take I-75 South to exit 169. Turn right onto Arkwright Road. Turn right at the second traffic light. Turn left at Ashley Park Office Building (where 2 American Flags hang). You must enter and park from rear of buildings.

From the South, take I-75 North to exit 169. Turn left onto Arkwright Road. Turn right at the second traffic light. Turn left at Ashley Park Office Building (where 2 American Flags hang). You must enter and park from the rear of buildings.

PSI Tifton (Written)

251 Southwell Blvd. Suite A

Tifton, GA 31794

I-75 S / GA-401 S. Take the Southwell Blvd exit- Exit 59. Turn Left onto CR-204 / Southwell Blvd. Continue to follow Southwell Blvd.